

# News Letter

AMERICAN MANAGEMENT  
ASSOCIATION

20 Vesey Street

New York, N. Y.

No. 23

October 19, 1925

## Sales Executives' Division Will Meet in St. Louis, Dec. 3 and 4

The fourth conference of the Sales Executives' Division will be held in St. Louis at the Hotel Chase on Dec. 3rd and 4th in co-operation with the Sales Managers' Bureau of the St. Louis Chamber of Commerce.

Hon. E. T. Meredith, Secretary of Agriculture in the Wilson Cabinet, President of the Meredith Publications of Des Moines, will be the chief dinner speaker on Dec. 3rd on the topic, "The Agricultural and Business Outlook."

"Organizing Salesmen's Time" will be discussed by C. K. Woodbridge, President, Dictaphone Corporation, C. J. Stillwell, Sales Manager, Warner & Swasey Company, Charles A. Steffey, General Sales Manager, National Cash Register Company, and Clement Ehret, General Sales Manager, International Business Machines Company.

"Introducing a New Product" will be discussed by R. R. Deupree, General Sales Manager, Procter & Gamble Company; J. A. Harlan, Sales Manager, Frigidaire Division, Delco Light Company; Martin Wolf, Sales Manager Bussman Manufacturing Company, and others.

"Fixing the Salesman's Task" will be discussed by the representative of the Beaver Products Company, by H. G. Kenagy, Director of Training, Armour & Company; L. V. Britt, General Sales Manager, Burroughs Adding Machine Company, and others.

"Branch Office Management" will be discussed by W. C. Dunlap, Vice-President, American Multigraph Company; F. M. Payne, Vice-President, White Sewing Machine Company; L. D. H. Weld, head of Commercial Research Department, Swift & Company, and others.

Efforts are being made to secure a luncheon speaker for Thursday, Dec. 3rd, on "Legal Pitfalls in Marketing." There will also be a luncheon and a dinner dance on Friday, Dec. 4th.

A feature of the conference will be an effort

to organize group meetings for those interested in particular problems, such meetings to be led by the most competent man present at the convention on a specific topic.

The Program Committee is as follows: R. B. Flershem, Vice-President, American Radiator Company, Chairman; H. G. Kenagy, Director of Training, Armour & Company; Harry T. Bussman, Vice-President, Bussman Manufacturing Company; R. C. Hay, Manager Sales Training, American Radiator Company, Scott R. DeKins, Secretary, Sales Managers' Bureau, St. Louis Chamber of Commerce.

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### **Second Conference on Employee Representation Kansas City, Nov. 30 and Dec. 1**

The Production Executives' Division will hold the second of a series of conferences on Employee Representation at the New Kansas City Athletic Club on Nov. 30th and Dec. 1st.

E. K. Hall, Vice-President, American Telephone and Telegraph Co., and Cyrus McCormick, Jr., Vice-President in charge of Manufacture, International Harvester Company, will be the speakers at a dinner on Nov. 30th. James McQueeney, President of the Chamber of Commerce and Vice-President and Treasurer of the Loose-Wiles Biscuit Company, will preside.

Sam A. Lewisohn, Vice-President of Miami Copper Company and President of the Association, will present a paper on "The Present Status of Employee Representation in America," and Dr. Henry C. Metcalf, Director, Bureau of Personnel Administration, will give a paper on "Some Major Aspects of Employee Representation."

The balance of the program will be devoted to the discussion of a series of topics, there being a twenty-minute paper followed by about an hour's discussion of each. The topics are as follows:

**What Are the Chief Problems Involved in the Introduction of a Plan of Employee Representation and How Can They Best Be Met?**

**Who Should Be Eligible to Vote for Employee Representatives, Who Should Be Eligible to Serve as Such, and What Principles Should Govern the Number of Representatives in Any Assembly or Council?**

**What Grades and Types of Executives Should Be Appointed as Management**

Representatives and to What Extent Should They Be Instructed How to Vote?

Should an Employee Representation Plan Be Limited or Unlimited With Respect to the Type of Questions Which It May Consider and Act Upon?

What Kind of Support Should Foremen Be Expected to Give to an Employee Representation Plan and How Can It Be Secured?

Should an Employee Representation Plan Provide for a Management Veto on the Acts of the Assembly or Council or for Arbitration in Case of Deadlock?

How Can Employees Best Be Kept Interested in and Informed About the Accomplishments of a Plan of Representation and How Shall the Plan Be Sold to New Employees Who Enter the Company's Service?

What Can Be Done to Make Council or Assembly Meetings Interesting and Profitable When Everything Is Peaceful and There Is Not Much Regular Business to Be Transacted?

The program committee consists of Arthur H. Carver, Swift & Co., Chairman; Harvey G. Ellerd, Armour & Co.; George Kelday, International Harvester Company.

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### **Source Material Distributed**

The following documents contributed by various organizations have been distributed recently to members of the Association:

#### **To Research Sustaining and Company Members.**

When 2,000,000 Men Pull Together. Source: Metropolitan Life Insurance Company.

Public Personnel Studies. Source: Bureau of Public Personnel Administration.

A Control Chart for the Chief Executive. Source: Wallace Clark.

Training the Foreman for His Job. Source: State Normal School.

#### **To Office Executives' Division:**

Notes on Current Economic Problems—I. Industrial History. Source: American Telephone & Telegraph Company.

Public Relations. Source: Middle West Utilities Company.

A System That Insures Equipment Control. Source: Bruner & Simmons, Inc.

#### **To Production Executives' Division:**

Service Bulletin of Personnel Research Federation—Directory of Placement Services in American Colleges and Universities. Source: Personnel Research Federation.

Training the Foreman for His Job. Source: State Normal School.

Keeping Tab on Equipment. Source: Bruner & Simmons, Inc.  
Public Relations. Source: Middle West Utilities Company.  
Are Employee Posters Effective? Source: Atlantic Refining Company.

#### To Financial Executives' Division:

Public Relations. Source: Middle West Utilities Company.  
Bethlehem Review: Economy and Cooperation Through Employee Representation. Source: Bethlehem Steel Corporation.

#### To Sales Executives' Division:

Notes on Current Economic Problems—III. Production and Distribution. Source: American Telephone & Telegraph Company.  
Public Relations. Source: Middle West Utilities Company.  
Management Methods—No. 3. Tendencies in Sales Organization. Source: Metropolitan Life Insurance Company.

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#### New Members

The following company members have joined the Association since June 1, 1925:

The Fidelity & Casualty Company of New York, Stockham Pipe & Fittings Company, Zenith Radio Corporation, The Upson Company, The Norton Company, Tasty Baking Company, Belden Manufacturing Company, California and Hawaiian Sugar Refining Corporation, The Carborundum Company, Central Illinois Public Service Company, Chrysler Corporation, A. W. Shaw Company, Missouri State Life Insurance Company, Eli Lilly & Company.

The 382 new individual members who have joined since January 1, 1925, may be classified as follows:

Presidents .....	14
Vice-Presidents .....	26
General Sales Managers .....	27
Works Managers, Industrial Engineers, Etc. ....	35
Consultants .....	17
Assistant Secretaries .....	7
Office Managers .....	13
Association Executives .....	13
Treasurers and Controllers .....	17
Professors .....	51
Libraries .....	9
Students .....	83
Secretaries .....	3
Personnel Directors, Employment Managers, Managers of Industrial Relations, Etc. ....	38
Miscellaneous .....	29
 Total .....	 382

